

**TOWN OF FLORENCE
PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES**

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE HELD THURSDAY, FEBRUARY 15, 2018, AT 6:00 P.M., IN THE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.

1. CALL TO ORDER

Chairman Pranzo called the meeting to order at 6:03 pm

2. ROLL CALL:

Chairman Pranzo	Present
Vice-Chair Frost	Present
Commissioner Bell	Absent
Commissioner Shoppell	Present
Commissioner Smidt	Present

3. PLEDGE OF ALLEGIANCE

4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the special meeting conducted on October 11, 2017, and minutes of the regular meeting conducted on February 1, 2018.

Motion to approve October 11, 2017 meeting minutes made by Commissioner Smidt and seconded by Commissioner Shoppell. The minutes of October 11, 2017 were approved by unanimous consent.

Motion to approve February 1, 2018 meeting minutes made by Commissioner Smidt and seconded by Vice-Chair Frost. The minutes of February 15, 2017 were approved by unanimous consent.

5. NEW BUSINESS

A. Introduction of Larry Harmer, Town of Florence Planning Manager. Discussion Only

Chairman Pranzo opened the floor to new Town Planning Manager, Larry Harmer. Larry introduced himself and explained his career experience in city planning and history in Arizona and other areas of the US. He explained his philosophy on customer service and that a new planner will be coming on board in May. Chairman Pranzo opened the discussion to the Commission. Commissioner Shoppell explained that he is visually impaired and requested all Commission related materials be emailed to him in an effort

to address his impairment. Larry agreed and requested that email be the primary form to disseminate the Commissions meeting materials.

Chairman Pranzo expressed his pleasure to have Larry and his experience on board with the Town. Chairman explained that there are some bruised feelings in the community in the area of building permits and planning. Florence is a tight knit community and the Council Chambers is the communities house and is a comfortable place for the public. The Chair noted that applicants were addressed as customers by staff, and those customers are also the staff's employer and he is hopeful Larry can help build the bridges back between the staff and members of the community. The Chair would like to see a better work relationship between Town Hall and the public. Larry agreed with Chairman Pranzo and stated the goal is to build a viable sustainable community, healthy and helpful to everyone. Commissioner Smidt commented that he is aware of residents in Caliente del Sol who expressed concern and hard feelings over the setbacks and requested Larry revisit the issue to remedy. Larry explained that he is aware, however the topic is not on the agenda for discussion, but the concern is noted.

B. Design Review for Mosaic Church Campus and 1st Phase Improvements (PZ-17-51-DR

PRESENTATION/APPROVAL/DISAPPROVAL – Request by Kevin McGinnis for preliminary design review approval of a proposed 10 acre multi-phase church campus development plan located at the SWC of Merrill Ranch Parkway and Felix Road. This request also includes design review approval for the Phase One building and site improvements.

Chairman Pranzo introduced the item and opened the floor for staff presentation. Staff explained this evenings action is for only Phase I, however staff is happy to receive comments and input on the overall church campus master plan to address as future phases come forward. Staff presented that this is a re-approval of expired Design Review APPROVAL. Commissioner Smidt inquired if it would be possible to double the required ADA parking spaces from 2 spaces to 4. Applicant noted there are actually 4 ADA spaces designated on site. Commissioner Shoppell expressed concern over the adequacy of the single right-in / right-out access location shown in Phase I. Commissioner Shoppell explained that vehicles heading westbound on Merrill Ranch Parkway from Felix would be required to make a u-turn around the median, near the golf club entrance, and that is already a busy intersection. Mr. Burkhardt stated the plan was reviewed by traffic safety and there have been no concerns expressed with the current design.

Chairman Pranzo explained that the Town has matured in the areas of traffic safety and understands the need for two access points. The Chair requested the applicant explain the current stage of completion for this phase of the project. Applicant, Kevin McGinnis, 7615 W. Georgetown Way, explains that the building is 90% complete and hard scape is 100%. Chairman asked the applicant how difficult it would be to add another access location at this time. Kevin mentioned that a separate unpaved access point may be possible. He also explained that the existing entry is approx. 3 cars wide and exiting

traffic would not obstruct the access of an emergency vehicle to the site, as currently improved.

Commissioner Smidt noted response from Fire Station 1 would require fire trucks to coming northbound on Felix would head west on Merrill Ranch Parkway and make a u-turn to get to site. Kevin explained that he has sat and discussed the Fire Departments needs and they have approved an on-site turn around to provide adequate fire access. The Fire Dept has not expressed concern with this design. Commissioner Smidt noted that a median cut in Merrill Ranch Parkway to allow left-ins would alleviate some of these concerns.

Commissioner Shoppell noted he is not comfortable with only one access location. Chairman Pranzo noted that this request is for approval or disapproval tonight. Planning Manager Larry Harmer, explained that staff has discussed this with the Fire Chief and will revisit with the Fire Dept to further pursue a second access option at this time. Phase 2 is scheduled to include the second entrance to Felix.

Vice Chair Frost noted the staff report discusses the need for two turning circles. Staff noted the Fire Dept accepted a single turn-around location.

Chairman Pranzo made a motion to approve this case with the added stipulation that prior to certificate of occupancy, the Town Fire Chief sign off in writing that one ingress/egress will satisfy the needs of the first phase of the complex. Motion seconded by Vice Chair Frost. Motion is split with Commissioners Shoppell and Smidt voting to deny motion. Motion Fails on a 2-2 vote.

Chairman Pranzo moved to approve this case with the added stipulation that prior to the Town issuing a C of O, the complex will have a graded secondary emergency entrance and exit to the facility from Felix Road. Motion seconded by Vice Chair Frost. Motion passes unanimously.

6. CALL TO THE PUBLIC/COMMISSION RESPONSE:

Call to the Public for public comment on issues within the jurisdiction of the Planning and Zoning Commission. Individual Commission members may respond to criticisms made, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Commission shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.

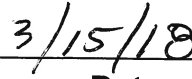
7. CALL TO THE COMMISSION- CURRENT EVENTS ONLY.

8. ADJOURNMENT

A motion was made by Commissioner Smidt and seconded by Commissioner Shoppell to adjourn the meeting; it was approved by unanimous consent. The meeting was adjourned at 6:46 pm



Chairman Gary Pranzo



Date